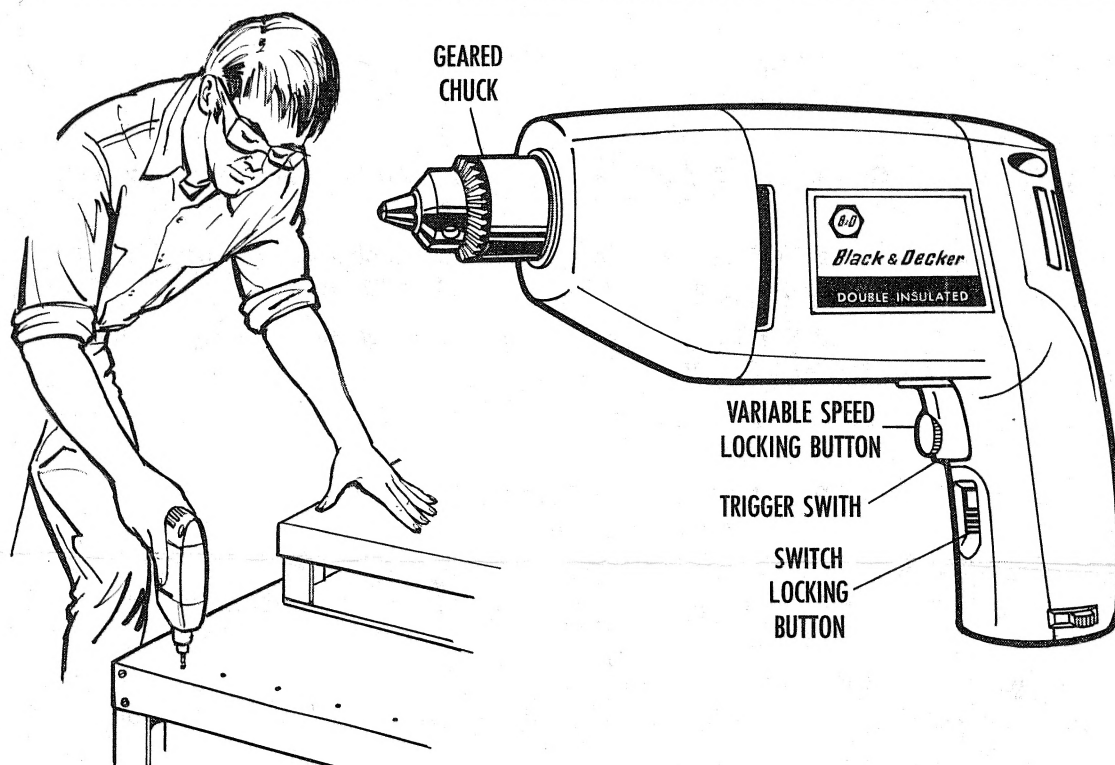


# Black & Decker®

## OWNER'S MANUAL



Your new Black & Decker Drill is a modern, multi-purpose tool, designed and built for the buyer who wants the best quality in a power tool. It's **DOUBLE-INSULATED** for added safety and is an excellent choice for all kinds of maintenance, remodeling and hobby projects.

Not only will it **DRILL** holes in practically any material, but with optional accessories it can **SAND**, **POLISH**, **BUFF**,

**DRIVE** screws, **GRIND**, **DRIVE** hole saws, **MIX** paint, and **REMOVE** rust and old paint.

For personal safety and for proper operation of the Drill, please take the time to carefully read all of the safety rules and instructions in this booklet. Don't forget to send in the guarantee registration card.

**THANK YOU** for buying **BLACK & DECKER!**

### 1/4" & 3/8" DOUBLE INSULATED DRILLS

Cat. No.	Hole Diam. Steel	Capacity Hardwood	Volts AC	Amps.	Trigger Switch	Revers. Switch	R.P.M.
7024	1/4"	1/2"	120	2.5	Variable Speed	No	0 to 1900
7054	1/4"	1/2"	120	3.0	Variable Speed	Yes	0 to 1900
7124	3/8"	3/4"	120	2.5	Variable Speed	No	0 to 1200
7154	3/8"	3/4"	120	3.0	Variable Speed	Yes	0 to 1200



# 1. IMPORTANT INFORMATION

## SAFETY RULES FOR POWER TOOLS

The use of the Safety Seal of the Power Tool Institute assures you that this tool is produced and tested in accordance with applicable national safety standards. Operational safety, however, depends to a great extent upon the user of the tool. Please pay close attention to the following rules.

1. **KEEP WORK AREA CLEAN.** Cluttered areas and benches invite accidents.
2. **AVOID DANGEROUS ENVIRONMENT.** Don't expose power tools to rain. Don't use power tool in damp or wet locations. And keep work area well lit.
3. **KEEP CHILDREN AWAY.** All visitors should be kept safe distance from work area.
4. **STORE IDLE TOOLS.** When not in use, tools should be stored in dry, high or locked-up place — out of reach of children.
5. **DON'T FORCE TOOL.** It will do the job better and safer at the rate for which it was designed.
6. **USE RIGHT TOOL.** Don't force small tool or attachment to do the job of a heavy duty tool.
7. **WEAR PROPER APPAREL.** No loose clothing or jewelry to get caught in moving parts. Rubber gloves and footwear are recommended when working outdoors.
8. **USE SAFETY GLASSES** with most tools. Also face or dust mask if cutting operation is dusty.
9. **DON'T ABUSE CORD.** Never carry tool by cord or yank it to disconnect from receptacle. Keep cord from heat, oil and sharp edges.
10. **SECURE WORK.** Use clamps or a vise to hold work. It's safer than using your hand and it frees both hands to operate tool.
11. **DON'T OVERREACH.** Keep proper footing and balance at all times.
12. **MAINTAIN TOOLS WITH CARE.** Keep tools sharp at all times, and clean for best and safest performance. Follow instructions for lubricating and changing accessories.
13. **DISCONNECT TOOLS.** When not in use, before servicing; when changing accessories such as blades, bits, cutters, etc.
14. **REMOVE ADJUSTING KEYS AND WRENCHES.** Form habit of checking to see that keys and adjusting wrenches are removed from tool before turning it on.
15. **AVOID ACCIDENTAL STARTING.** Don't carry plugged-in tool with finger on switch. Be sure switch is off when plugging in.
16. **OUTDOOR USE EXTENSION CORDS.** When tool is used outdoors, use only extension cords suitable for use outdoors and so marked.

**CAUTION:** When drilling into walls, floors or wherever "live" electrical wires may be encountered, DO NOT TOUCH THE CHUCK OR ANY FRONT METAL PARTS OF THE DRILL! Hold the Drill only by the plastic handle to prevent electric shock if you drill into a "live" wire.

## 2. IMPORTANT INFORMATION

### DOUBLE INSULATION

Your Drill is DOUBLE-INSULATED to give you added safety. This means that it is constructed throughout with TWO separate "layers" of electrical insulation or one DOUBLE thickness of insulation between you and the tool's electrical system.

Tools built with this improved insulation system are not intended to be grounded. As a result, your Drill is equipped with a two-pronged plug which permits you to use any conventional 120 volt electrical outlet without concern for maintaining a ground connection.

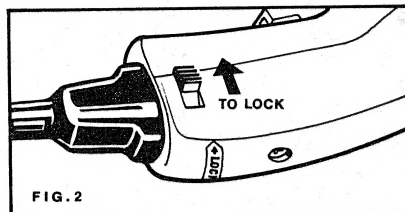
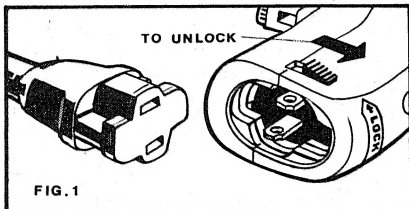
**NOTE:** DOUBLE-INSULATION does not take the place of normal safety precautions when operating this tool. The improved insulation system is for added protection against injury resulting from a possible electrical insulation failure within the tool. **CAUTION:** When servicing Double-Insulated Tools, use ONLY IDENTICAL REPLACEMENT PARTS. Replace or repair damaged cords.

### EXTENSION CORD

When using this drill at a considerable distance from power source, an extension cord of adequate size must be used for safety, and to prevent loss of power and over-heating. For a 120-volt tool, the minimum size of the wires in any extension cord up to 75 feet long must be 18-gauge (American Wire Gauge). From 75 to 100 feet, 16-gauge wire is required throughout the extension. 220-volt tools require a minimum wire size of only 18-gauge in extension cord lengths up to 100 feet long. (NOTE: 16-gauge wire is heavier than 18-gauge wire and will carry current for longer distances without a voltage drop.)

Before using Extension Cords, inspect them for loose or exposed wires and damaged insulation. Make any needed repairs or replacement before using your power tool.

### DETACHABLE CORD



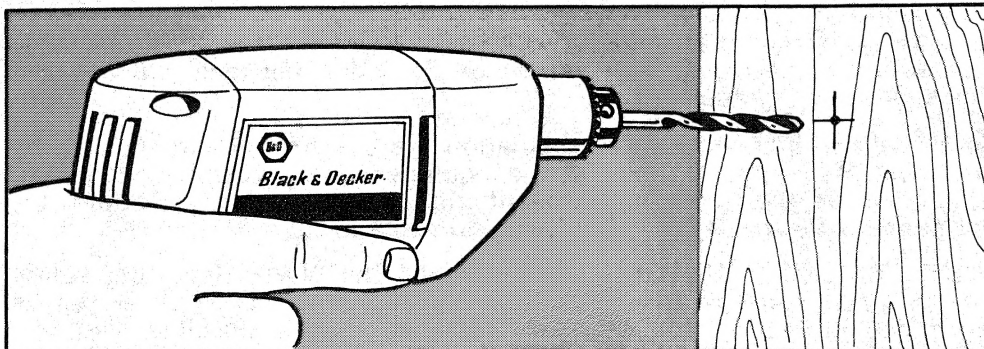
Your Drill is provided with an electric cord which attaches and detaches easily from the tool. This feature permits storing the tool on a shelf, or on pegboard, without wrapping the cord around the tool. It permits cord repair or replacement without tool disassembly.

The cord fits into the bottom of the tool handle as shown in Figure 1. Make sure that switch is "OFF" before inserting cord. Buttons must be in the unlocked position shown in Figure 1 to allow cord to be inserted. Pushing both buttons at the same time in the direction shown (Figure 2) locks the cord to the handle.

**B&D Extension Cords** (16 Gauge, U.L. listed for indoor and outdoor use) are available with female plug molded to fit directly into B&D tools with detachable cord feature. They also can be used with other tools. There are 2-wire cords for double-insulated tools and 3-wire cords for use with both double-insulated tools and tools that require grounding.



## 4. OPERATION



### DRILLING

1. Always unplug the Drill when attaching or changing bits or accessories.
2. Use sharp drill bits only. For WOOD, use twist drill bits, spade bits, power auger bits, or hole saws. For METAL, use high-speed steel twist drill bits or hole saws. For MASONRY, such as brick, cement, cinder block, etc., use carbide-tipped bits.
3. Be sure the material to be drilled is anchored or clamped firmly. If drilling thin material, use a wood "back-up" block to prevent damage to the material.
4. Center-punch an indentation at the point to be drilled. This will overcome the tendency of the bit to slip around on a smooth surface. Place the tip of the bit in the indentation and turn motor "ON".  
**NOTE:** With Variable Speed Drills, holes can be started at low speed without the need for center punching.
5. Always apply pressure in a straight line with the bit. Use enough pressure to keep drill biting, but do not push hard enough to stall the motor or deflect the bit.
6. Hold drill firmly to control the twisting action of the drill.
7. IF DRILL STALLS, it is usually because it is being overloaded or improperly used. RELEASE TRIGGER IMMEDIATELY, remove drill bit from work, and determine cause of stalling. DO NOT CLICK TRIGGER OFF AND ON IN AN ATTEMPT TO START A STALLED DRILL — THIS CAN DAMAGE THE DRILL.
8. To minimize stalling on breaking through the material, reduce pressure on drill and ease the bit through the last fractional part of the hole.
9. Keep the motor running when pulling the bit back out of a drilled hole. This will help prevent jamming.

### DRILLING IN METAL

Use a cutting lubricant when drilling metals. The exceptions are cast iron and brass which should be drilled dry. The cutting lubricants that work best are sulphurized cutting oil or lard oil; bacon grease will also serve the purpose. Aluminum is best drilled with kerosene.

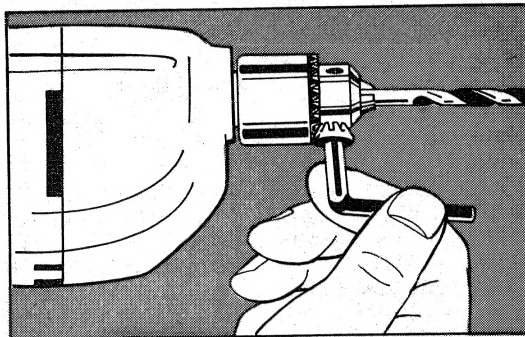
### DRILLING IN WOOD

Holes in wood can be made with the same twist drills used for metal. These bits may overheat unless pulled out frequently to clear chips from the flutes. For larger holes, use Power Drill Wood Bits. Work that is apt to splinter should be backed up with a block of wood.

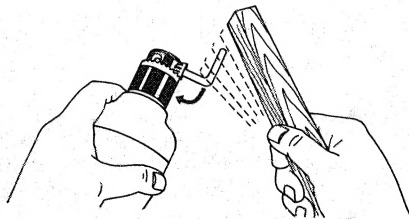


## CHUCK

**UNPLUG DRILL!** Turn collar to open chuck jaws. Insert accessory shank into chuck as far as it will go. Tighten chuck collar first by hand, and then with chuck key, using all three holes. To release shank, turn chuck key counter-clockwise in just one hole, then loosen chuck by hand.

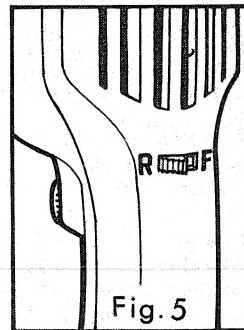
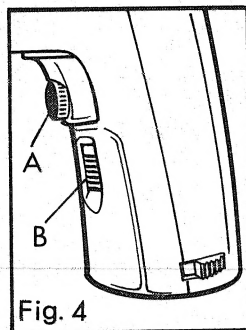


To remove the chuck from the Drill (for using a threaded shank accessory or for chuck replacement) first unplug the tool. If your Drill has a reversing switch, open the chuck and remove screw in bottom of chuck (left hand thread). Insert the key in the chuck and tap it sharply in the direction the tool normally rotates — see at right. This will loosen the chuck shank threads and the chuck may be unscrewed by hand.



## SWITCHES

To lock trigger in "ON" position when using accessories, depress trigger and push up locking button "B," Figure 4, then gently release trigger. To release locking mechanism, depress trigger fully, then release it.



**VARIABLE SPEED SWITCH (a)** For normal operation, rotate the Variable Speed Locking Button "A," Figure 4, clockwise until it stops. This permits "FREE HAND" speed control — the farther the trigger is depressed, the higher the R.P.M. **(b)** To set the trigger switch to produce a selected speed each time it is squeezed, first rotate the button clockwise until it stops. Fully depress trigger, and with the Drill running at highest R.P.M. push up switch locking button. Release trigger and the tool will stay "ON." Now, rotate the button counterclockwise and you will notice a decrease in R.P.M. Continue rotating button until desired speed is obtained. To turn Drill "OFF," squeeze trigger and release. **(c)** Use lower speeds for STARTING HOLES WITHOUT A CENTER PUNCH, DRILLING IN METAL OR PLASTICS, DRIVING SCREWS, DRILLING CERAMICS. Higher speeds are better for DRILLING WOOD AND COMPOSITION BOARDS, AND FOR USING ABRASIVE AND POLISHING ACCESSORIES.

**Do not lock the switch "ON"** when drilling by hand so that you can instantly release the trigger switch if the bit binds in the hole. Be sure to release the switch locking button before disconnecting the plug from the power supply. Failure to do so will cause the tool to start immediately the next time it is plugged in. Damage or injury could result.

**REVERSING SWITCH (Nos. 7054, 7154 Drills only)** For removing screws or easing drill bits out of tight holes, slide the Reversing Switch, Figure 5, toward "R" to reverse the drill motor. The trigger switch should be released to the "OFF" position before moving the reversing switch. After any reversing operations, return switch to the forward, "F" position.

## ACCESSORIES

Recommended accessories for use with your Drill are listed below and in Black & Decker Home Products catalogs (CAUTION: The use of any other accessory or attachment might be hazardous). For safety in use, the following accessories should be used only in the sizes specified below:

**BITS, METAL DRILLING** — Up to 1/4" with 1/4" DRILL, up to 3/8" with 3/8" DRILL.

**BITS, MASONRY DRILLING** — Up to 1/2".

**BITS WOOD DRILLING** — Up to 1/2" with 1/4" DRILL; up to 3/4" with 3/8" DRILL.

**HOLE SAWS** — Up to 1 1/8" with 1/4" DRILL; up to 1 1/2" with 3/8" DRILL.

**WIRE BRUSHES** — Up to 3" diam. **GRINDING WHEELS** — Up to 2" diam.

**BUFFING WHEELS** — Up to 4" diameter.

**BACKING PADS** — 4 5/8" diameter. **SANDING DISCS & POLISHING BONNETS** up to 5" diameter.

We strongly recommend that your first purchase be the No. U-2106 Safety Glasses which should be worn when using all drill accessories.

## CLEANING & LUBRICATION

Use only mild soap and a damp cloth to clean the tool. Many household cleaners contain chemicals which could seriously damage the plastic. Also, do not use gasoline, turpentine, lacquer or paint thinner, dry cleaning fluids or similar products. Self lubricating bearings are used in the tool and periodic relubrication is not required. However, it is recommended that, once a year, you take or send the tool to a B&D Service Center for cleaning, inspection, and lubrication of gear case.

## IMPORTANT

To assure product SAFETY and RELIABILITY, repairs, maintenance and adjustment, (including brush inspection and replacement) should be performed by Black & Decker Service Centers or other qualified service organizations, always using Black & Decker replacement parts. When servicing Double-Insulated Tools, USE ONLY IDENTICAL REPLACEMENT PARTS.

## RAPID EXCHANGE CONSUMER SATISFACTION GUARANTEE

MOST BLACK & DECKER CONSUMER PORTABLE POWER TOOLS AND LAWN AND GARDEN PORTABLE POWER TOOLS ARE GUARANTEED FOR ONE YEAR FROM DATE OF PURCHASE. IF ONE OF THESE PRODUCTS FAILS TO OPERATE TO YOUR COMPLETE SATISFACTION, IT WILL BE REPLACED FREE OF CHARGE WHEN RETURNED TO THE SELLER (IF A PARTICIPATING RETAILER) OR TO A BLACK & DECKER SERVICE CENTER.

In returning a tool for replacement, proof of purchase is required and all original standard equipment must also be returned (for example, chuck, chuck key, auxiliary handles, circular saw blades). Expendable original equipment such as sanding sheets, belts and discs and jig saw blades need not be returned. For kits and assortments only the basic power tool will be replaced.

This Satisfaction Guarantee Rapid Exchange does not cover Commercial Duty tools, home workshop tools used in commercial service, lawn mowers, stationary tools, tools used in rental service or accessories. On these products a one year guarantee on defects will apply, excluding accessories.

## ONE YEAR GUARANTEE

Applicable to products not covered by the Rapid Exchange Consumer Satisfaction Guarantee: Commercial Duty Tools, Home Workshop Tools used in Commercial Service, Stationary Tools, Lawn Mowers, and Tools used in rental service.

Black & Decker guarantees for one year from date of purchase to correct by repair or parts replacement without charge any product defect due to faulty material or workmanship in Commercial Duty tools, home workshop tools used in commercial service, stationary tools, lawn mowers or tools used in rental service. Simply return the complete unit, transportation prepaid to any Black & Decker Service Center or Authorized Service Station. Black & Decker assumes no responsibility for damage or faulty performance caused by misuse, careless handling or where repairs have been made or attempted by others.

No other guarantees, written or verbal, are authorized.



**THE BLACK & DECKER MFG. CO.**  
**Towson, Md. 21204, U.S.A.**



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